Strategic/ **Tactical Evaluation &**



2002 National Board Meeting Philadelphia PA 14-17 August 2002

...helping to map CAP's flight plan into 21st century America



What We'll Talk About

- · Today's CAP Strategic Plan (CSP)
- · New leadership & new missions
- · CAP's flight that lies ahead....

Performing Missions For America



Today's CSP Overview of Five Parts

- Mission
- Vision
- Values
- · Goals/Objecti
- · SAPs



Preforming Missions For America



Today's CSP Pt 1: Our Mission

"To serve America by developing our nation's youth; performing local, state, and national emergency and humanitarian missions; and educating our citizens on the impact of aviation and space."

Performing Missions For America



Today's CSP Pt 2: Our Vision

"Civil Air Patrol, America's
Air Force Auxiliary,
building the nation's
finest force of
citizen volunteers-performing
Missions for America"



Performing Missions For America



Today's CSP Pt 3: Our Values

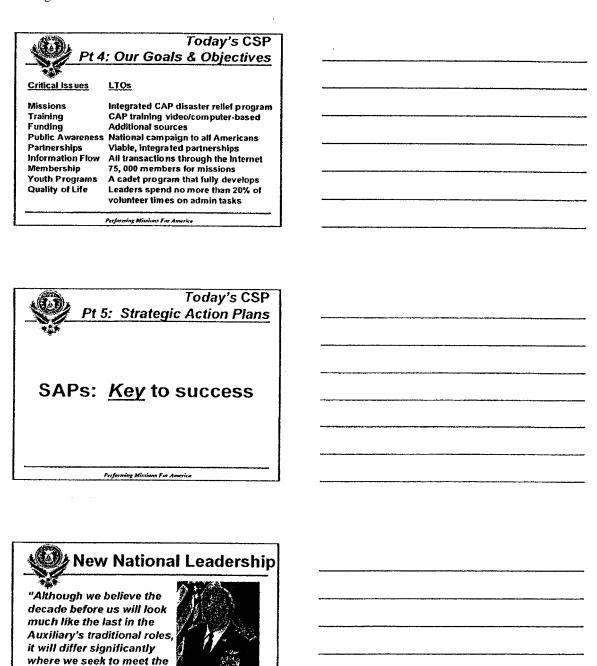
- Integrity
- · Volunteer Service
- Excellence
- Respect

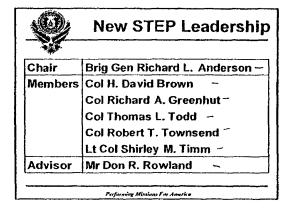


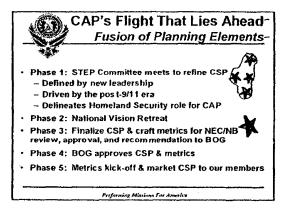
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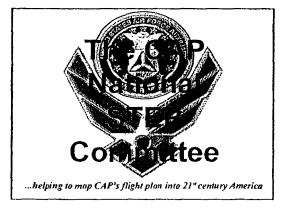
challenges revealed by the tragic events of September 11th."

-- General Bowling, May 02









NATIONAL HEADQUARTERS, CIVIL AIR PATROL UNITED STATES AIR FORCE AUXILIARY

INITED STATES AIR FORCE AUXILIARY 105 South Hansell Street Building 714 Maxwell AFB AL 36112-6332

14 August 2002

MEMORANDUM FOR NATIONAL BOARD

FROM: PAPERWORK REDUCTION ADVISORY BOARD (PRAB)

SUBJECT: Draft recommendations

1. The membership of the PRAB is:

Chairman: Col Dwight Wheless Vice Chairman: Col Larry Stys Members: Col Loretta Holbrook

Col Jim Linker
Col Mike Murrell
Col Tom Todd
Col Larry Trick
Maj Harry Bridges
Maj Russ Opland

Advisors: Col Larry Kauffman

Col Paul Capicik Col Al Allenback, USAF

2. The Board solicited input from the field, and supplemented that with self-generated issues. These were assigned to various subcommittees of the PRAB. The following is a synopsis of the items considered, and the attendant recommendations:

General Issues	Discussion	Disposition
Wing-level and lower-echelon required paperwork	Many wings and groups reportedly increase paperwork burden with local reporting requirements.	Recommend Wing CCs appoint local PRAB to review and eliminate paperwork requirements from the wing and lower echelons.
Multiple requests for same information from different directorates of the same higher headquarters, or repetitive requests	Lower echelons are sometimes frustrated by requests for the same information from different areas of the same higher headquarters, or repeat requests for information previously submitted.	Recommend higher HQs work to improve coordination between directorates on requests for information from lower echelons. Aggressively investigate missing paperwork and mitigate problems.
Negative reports are often mandatory	If a unit has no activity to report, it is still required to submit paperwork.	Recommend a national policy that the absence of a report means a negative report by default, and require submission of negative reports only when absolutely necessary.
Periodic directorate reports	Many areas, such as AE, Public Affairs, Safety, etc., are required to submit periodic reports to higher HQs.	Recommend consolidating many into one Consolidated Command Report, with summary or numerical data only. Web-based submission would be preferred.
Specific Issues	Discussion	Disposition
CAPF 5, CAP Pilot Flight Evaluation-Airplane, and CAPF 91, CAP Mission Pilot Checkout, frequency	CAPF 5 check rides are required annually, and CAPF 91 check rides biennially. Reduction in frequency means less paperwork.	HQ CAP/GC recommends CAPF 5 & 91 in alternate years for mission pilots (i.e., one check ride a year), and CAPF 5 annual check ride for non-mission pilots.

CAPF 17, Application for Senior	Used for many senior member	Recommend elimination of form, or
Member Activities	activities, but contains extensive, detailed, non-essential information	making use optional except for specific activities where the
	for most events.	information is necessary.
CAPF 31, Application for CAP	Many activities require separate	Recommend separating form, at
Encampment or Special Activity	information, but all consolidated on	least page 2 for flight instructors an
_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	one form. Sensitive medical	IACE, and separating medical
	information included.	information for encampments.
CAPF 59-1, Phase I and II	Requires duplicate record-keeping	Recommend creating electronic
Certification, and CAPF 66, Cadet	on cadet progression.	process on national website, and
Master Record		eliminating paper requirement.
CAPF 60, Emergency Notification	This half-page form is for	Recommend maintenance of
Data	emergency contact information.	emergency contact information on
		national website, and generation of
		wallet-sized card by that system fo
		use at ES activities.
CAPF 108, CAP Payment/	Requires original receipts be	Suggest requiring original submitte
Reimbursement Document for	attached.	to retain receipts and make availab
Aviation/Automotive/Miscellaneous		for audit.
Expenses	1	
CAPR 35-6, Aeronautical Ratings,	Requires Wing CC approval for	Recommend ability to delegate
Emergency Services, and Ground	award of aeronautical, ES and	authority to lower echelons (as in
Team Badges	ground team badges, thereby	CAPR 39-3, para. 18b), or granting
	requiring paper shuffling.	authority to unit commander.
CAPR 60-1, CAP Flight	Requires that copies of many pilot	Our FAA exemption requires copy
Management	documents be kept on file, and	of pilot certificate and medical be
	provided for CAPF 5 check rides.	file for cadet orientation pilots,
	F	mission pilots, and mission pilot
		trainees. Recommend elimination
		all other requirements, and that
		check pilot verify originals and
		document verification on CAPF 5.
CAPR 60-4, Vol 1, Part I, CAP Emergency Services Mission Forms	This regulation explains the correct	This regulation should be
	use of ICS forms.	eliminated. If necessary, it could b
		converted to a Pamphlet, but this
		information is available from othe
		sources (e.g., FEMA courses).
CAPR 60-4, Vol 1, Part II, CAP	This regulation consists entirely of	This regulation should be
Emergency Services Mission Forms-	blank ICS Forms.	eliminated. If necessary, CAP For
Incident Command System (ICS)		should be created, but standard IC
		forms are commonly available from
		other sources (e.g., FEMA).
CAPR 60-4, Vol 2, CAP Emergency	This regulation consists entirely of	This regulation should be
Services Training Forms	forms that exist as CAP Forms.	eliminated. Instructions for
-		completion should be in CAPR 60
		3, or on the Form, if necessary.
CAPR 77-1, Operation and	Members are required to submit	Recommend aligning CAP license
Maintenance of CAP Vehicles	copies of driving records every two	renewal and driving record
	years, and CAP license expires	submission with state license
	every two years when most state	renewal.
	licenses expire after 5 years.	
CAPR 173-3, Payment for Civil Air	A recent change requires	Recommend development of
Patrol Support	submission of original fuel receipts	alternatives that do not require the
	for reimbursement.	actual fuel receipt, but still
		accommodate variation and
		fluctuations in fuel prices.
CAP Tests	All but a few tests are paper-based,	Recommend migrating most, if no
	and require paper answer sheets and	all, tests online. The ones already
	filing.	online (e.g., CAPT 116, CAPF 5) can be used as models.

HOMELAND SECURITY OFFICER

Manages and directs disaster preparedness and homeland security Activities. They Shall:

Develop agreements and maintain contact with state and local emergency management officials pertaining to natural disaster and homeland security

(This is to emphasize ongoing meetings with outside agency officials)

Develop a unit homeland security and natural disaster force capable of responding to appropriate requests.

(This is to keep parallelism of HS and DR)

Ensure the homeland security and natural disaster training programs are adequate.

Ensure the unit has the proper equipment (cameras, computers and radios etc.) and training to accomplish complete aerial and ground photo reconnaissance mission request.

Develop operational procedures for rapid alerting and assembling of homeland security and disaster preparedness task force personnel

Coordinate Wing disaster preparedness and homeland security evaluations, training missions and exercises.

Know disaster preparedness and homeland security responsibility of CAP in areas of operation. This includes unit's responsibilities in the State and Region Disaster Airlift (SARDA) plan.

The disaster preparedness and homeland security officer should be familiar with CAPR 60-1, CAPR 60-3, CAP OPLAN (2000?)1000, applicable Federal, State and local MOUs and applicable FEMA plans. (This is to emphasize MOUs and possible upcoming change of OPLAN)

